



**"Focus on People"**

**"...the skills, training, and experience of the acquisition workforce will be critical."**

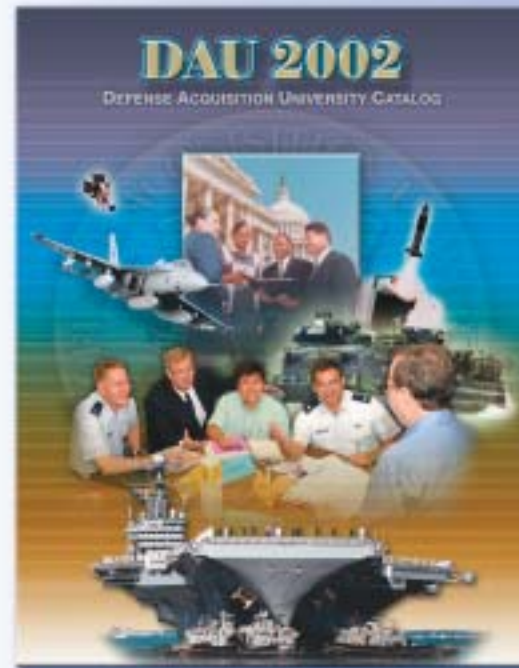
—Remarks by the Honorable  
Edward C. "Pete" Aldridge,  
26 April 2001  
Senate confirmation testimony

### For DAU Course Info:

visit our web site:  
<http://www.dau.mil>  
or contact Sharon Richardson  
Director, Center for Business Cost  
Estimating and Financial Management  
Curricula Development and  
Support Center  
[sharon.richardson@dau.mil](mailto:sharon.richardson@dau.mil)



# The DAU Business Cost Estimating, Financial Management Career Track



**The Acquisition  
Community's  
Learning Resource  
of Choice!**

## Business Cost Estimating, Financial Management Career Track

### Level I Certification

**ACQ101**  
Fundamentals  
of Systems  
Acquisition  
Management

**Business**  
Complete two  
BCF101 or  
BCF102 or  
BCF103



### Level II Certification

**ACQ201**  
Intermediate  
Systems  
Acquisition  
Course

**BCF205**  
Complete one  
BCF101 or  
BCF102 or  
BCF103



**Plus**

Complete one  
BCF203  
BCF204  
BCF211



### Level III Certification

**BCF301**  
Business  
Manager's  
Workshop

### ACQ101

Fundamentals of Systems Acquisition  
Management

- Concepts/knowledge-based
- Introduction to policy, business, and technical areas of system acquisition
- Target: Civilian GS-5/9, Military Senior NCOs, O1/O3
- 25 hours of Internet lessons
- Required for Level I Certification in most career fields
- Prerequisite: None
- Course Manager: LTC Matt Barr, USA  
e-mail: [matthew.barr@dau.mil](mailto:matthew.barr@dau.mil)

### BCF101

Fundamentals of Cost Analysis

- Concepts/knowledged-based/case studies
- Introduction to policies and techniques for preparing weapons systems life-cycle cost estimates
- Target: Civilian GS-5/9, Military Senior NCOs, O1/O3
- 10 class days
- Prerequisite: ACQ101 and competence in high school (second year) algebra and completed introductory statistics. Students will also need familiarity with IBM compatible computers and spreadsheet packages. Students concerned with their math skills should contact the course manager.
- Course Manager: (Acting) Martha Spurlock  
e-mail: [spurlocm@lee.army.mil](mailto:spurlocm@lee.army.mil)

### BCF102

Fundamentals of Earned Value  
Management

- Concepts/comprehension/application
- Participation in exercises to develop a baseline plan (Performance Measurement

Baseline), distinguish between Integrated Baseline Review process and EVM System Certification process and perform basic data analysis and Estimates at Completion

- Target: Civilian GS-9 and above; Military 0-1 and above and equivalent industry personnel using EVM
- Internet course 28 days. Begins first week of each month and ends last week of each month
- Prerequisite: ACQ101
- Course Manager: Lt Col Glen Phillips, USAF  
e-mail: [glen.phillips@dau.mil](mailto:glen.phillips@dau.mil)

BCF103

Fundamentals of Business Financial Management

- Concepts/comprehension/application
- Introduction to formulating and executing a program office budget
- Target: Civilian GS-5/9, Military 01 and above
- Currently 5 class days
- Conversion to distance learning in FY03
- Prerequisite: ACQ101
- Course Manager: Maj Liz Williams  
e-mail: [elizabeth.williams@dau.mil](mailto:elizabeth.williams@dau.mil)

ACQ201

Intermediate Systems Acquisition Course

- Concepts/comprehension/application
- Scenario-based
  - Integrated through Joint Services Unmanned Aerial Vehicle(UAV) Acquisition
- Target: Civilian GS-12/13; Military O3/O4
- 35 hours of Internet lessons and 1 week classroom (“hybrid” course)
- Required for Level II Certification in most career fields
- Prerequisite: ACQ101
- Course Manager: Ms. Karen Byrd  
e-mail: [karen.byrd@dau.mil](mailto:karen.byrd@dau.mil)

BCF203

Intermediate Earned Value Management

- Comprehension/application/analysis
- Case exercises apply EVM as a program management tool and incorporate EVM into the integrated management process
- Target: Civilian GS-9 and above, Military 03 and above and equivalent industry personnel using EVM principles
- 10 class days
- Prerequisite: BCF102
- Course Manager: Miriam Cohe  
e-mail: [miriam.cohe@dau.mil](mailto:miriam.cohe@dau.mil)

BCF204

Intermediate Cost Analysis

- Application/analysis/interpretation
- Development and application of cost analysis techniques and estimate interpretation
- Target: Required for Level II certification for the DoD acquisition cost analyst Suggested for anyone in the financial management or earned value management area
- 15 class days
- Prerequisite: BCF101
- Course Manager: Paul Churchwell  
e-mail: [paul.churchwell@dau.mil](mailto:paul.churchwell@dau.mil)

BCF205

Contractor Finance for Acquisition Managers

- Concepts/comprehension
- Concentration on defense industry contracts environment including Federal Acquisition Regulation and Cost Accounting Standards
- Target: Civilian GS9 and above, Military 03 and above and or personnel dealing with contractor financial data
- 5 class days

- Prerequisite: ACQ201
- Course Manager: Molly Parker  
e-mail: [molly.parker@dau.mil](mailto:molly.parker@dau.mil)

BCF211

Acquisition Business Management

- Application/analysis
- Hands-on experience dealing with common financial issues in acquisition
- Target: Intermediate-level personnel in positions supporting DoD weapon systems and various aspects of business and financial management
- Hybrid: BCF211A (on-line) 60 calendar days; BCF211B 5 class days
- Prerequisite: BCF102 and BCF103
- Course Manager: Ellen Rosenthal  
e-mail: [ellen.rosenthal@dau.mil](mailto:ellen.rosenthal@dau.mil)

BCF301

Business, Cost Estimating, and Financial Management Workshop

- Application/integration/analysis
- BCEFM capstone course applies concepts, techniques and on-the job experience to functional interrelationships among the disciplines of cost estimating, earned value management, financial management in the context of acquisition program management
- Target: Journeymen level personnel in positions supporting DoD weapon systems and various aspects of business and financial management
- 9 class days
- Prerequisite: ACQ201, and a minimum of two of the following: BCF101, BCF102 or BCF103
- Course Manager: Roberta Tomasini  
e-mail: [roberta.tomasini@dau.mil](mailto:roberta.tomasini@dau.mil)

Course Registration Web Sites and Contacts:

DAU applicants — submit student account and course application at appropriate web sites:

ARMY:

<https://www.atrrs.army.mil/channels/aitas>

NAVY & MARINE CORPS:

<https://www.atrrs.army.mil/channels/registernow>

AIR FORCE:

<https://www.atrrs.army.mil/channels/acqnow>

CIVILIAN DoD employees outside the military departments:

<https://www.atrrs.army.mil/channels/acqtas>

CIVILIANS working for non-DoD federal agencies, e.g., DOE, IRS, etc.:

<https://atrrs.army.mil/channels/nondod>

CIVILIANS working for Department of Transportation (Coast Guard and FAA):

<https://atrrs.army.mil/channels/nondod>

INDUSTRY CONTRACTORS working on DoD projects:

<https://atrrs.army.mil/channels/nondod>

GENERAL COURSE INFORMATION:

<http://www.dau.mil/registrar/apply.asp>

Continuous Learning Web Sites/ Resources

Continuous Learning Policy and Procedures:

<http://www.acq.osd.mil/ar/doc/contlear.pdf>

Continuous Learning Center:

<http://clc.dau.mil>

Acquisition Support Center:

<http://center.dau.mil>

BCEFM Web Site:

[http://center.dau.mil/job\\_support\\_and\\_CoPs/support\\_modules/BCEFM.htm](http://center.dau.mil/job_support_and_CoPs/support_modules/BCEFM.htm)